

Change Request Form

Project Name: Broadband Mapping Project

Request #: 6

Date of Request: 7/9/10

Requested By: Dirk Huggett

Request Description:

Extend the data deliverable (Task 5) currently scheduled for August 11 to Sept 24th. This change will allow for Tetra Tech to provide data using revised data model from NTIA that will be required for the Sept 30th maintenance update. This modification will not add another project deliverable. This change will not impact other deliverables.

Reasons / Goals for Change:

To allow updates to data made subsequent to June 15th NTIA submittal to be converted into new NTIA target data model.

Recommendations:

The project team recommends Option 6b. The Executive Steering Committee concurred.

Impacts (Cost, Scope, Schedule, Quality):

There are two options for how this modification may be accomplished. Each is presented below. Change to schedule is the same for both options.

Option 6a – Stop all work now and resume once the final data model is announced by NTIA. Any updates from providers or other activities that would result in data edits will NOT be processed.

This option assumes no material change to the NITA data model.

Cost: No Change

Schedule:

Current

Deliverable	Dur	Start	Finish
(Task 5) Broadband infrastructure & coverage NTIA Format	70d	Tue 5/4/10	Wed 8/11/10
Broadband service areas by provider	20d	Tue 5/4/10	Tue 6/1/10
Broadband Infrastructure map by provider (point based and statewide)	19d	Wed 6/2/10	Mon 6/28/10
Anchor Institutions (statewide)	18d	Tue 6/29/10	Fri 7/23/10
Final Deliverables to NTIA	13d	Mon 7/26/10	Wed 8/11/10

Revised

Deliverable	Dur	Start	Finish
(Task 5) Broadband infrastructure & coverage NTIA Format	95d	Tue 5/4/10	Wed 9/24/10
Broadband service areas by provider	40d	Tue 5/4/10	Tue 7/1/10
Broadband Infrastructure map by provider (point based and statewide)	29d	Wed 6/2/10	Mon 7/12/10
Anchor Institutions (statewide)	45d	Tue 6/29/10	Fri 9/9/10
Final Deliverables to NTIA	10d	Mon 9/14/10	Wed 9/24/10

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Scope: Final deliverables will adhere to NTIA model scheduled for release in August.

Quality: No Change

Option 6b – Continue data development activities through September and process all updates into NTIA deliverable at the end of September. Updates from providers, new provider data (i.e. DCN), new public data, etc. will be compiled, mapped, verified, and have QA\QC performed.

This option allows for moderate material changes to the NITA data model.

Cost:

Current

Deliverable	Deliverable Value	Retainage (10%)	Payment
Broadband service areas by provider	\$19,147.00	\$1,914.70	\$17,232.30
Broadband Infrastructure map by provider (point based and statewide)	\$13,962.00	\$1,396.20	\$12,565.80
Anchor Institutions (statewide)	\$4,450.00	\$445.00	\$4,005.00
Final Deliverables to NTIA	\$17,924.00	\$1,792.40	\$16,131.60
Task Total	\$55,483.00	\$5,548.30	\$49,934.70

Revised Costs

Deliverable	Deliverable Value	Retainage (10%)	Payment
Broadband service areas by provider	\$24,355.00	\$2,435.50	\$21,919.50
Broadband Infrastructure map by provider (point based and statewide)	\$17,460.00	\$1,746.00	\$15,714.00
Anchor Institutions (statewide)	\$7,580.00	\$758.00	\$6,822.00
Final Deliverables to NTIA	\$21,640.00	\$2,164.00	\$19,476.00
Task Total	\$71,035.00	\$7,103.50	\$63,931.50

Cost impacts from the request include rescheduling of staff, additional hours for technical managers and admin staff due to the schedule extension and increased provider coordination, and increased time for technical managers and production staff due to increased data processing requirements.

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Schedule:

Current

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Revised

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Schedule impact will allow for changes to NTIA data model. Impact to schedule will also affect cutoff date for accepting new provider data. Under the current schedule the cutoff date for our final deliverable under this contract is July 1. The Revised cutoff date would be September 10th

Scope: Final deliverables will adhere to NTIA model scheduled for release in August. Additional edits and updates will be incorporated into the final deliverable.

Quality: We feel quality would improve with some additional time for acceptance and processing of data.

Approval Signature(s) and Date(s):

Project Sponsor Name: Duane Schell Action: Approve: ☒ Reject: ☐

Comments:

I approve Option 6b. We will use unexpended vendor travel costs to cover the additional expenses. That will not require a budget amendment to NTIA.

Project Sponsor Signature:  Date: 8-9-10